

☑ Construction Drawings

Make sure Department approved drawings clearly convey project's scope and that the contracted work reflects the approved and full scope of work. If the scope is modified after approval, verify if changes need an amendment – refer to [PC 106.5](#).

☑ Insurance Requirements

Make sure to comply with the insurance requirements for General Liability insurance, workers compensation and disability insurance. If necessary, update the General Liability Insurance when required.

☑ Special Inspections

Make sure to check that the owner has hired the Special Inspection Agency and their details are submitted – a requirement for obtaining a permit.